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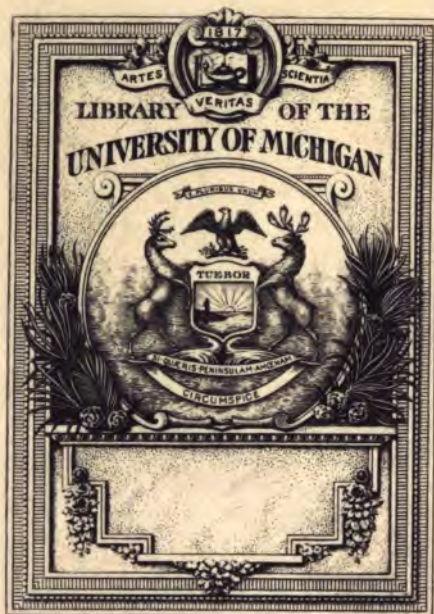
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# REPORTS

OF THE TRUSTEES OF THE

*New Hampshire*

# STATE LIBRARY

AND THE

## STATE LIBRARIAN

FOR THE PERIOD BEGINNING SEPTEMBER 1, 1914,  
AND ENDING AUGUST 31, 1916.

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VOLUME IX — PART IV



CONCORD, N. H.:  
IRA C. EVANS CO., PRINTERS  
1916

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STATE LIBRARY.

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*Trustees.*

GEORGE W. STONE, Andover.

Term of office ends December 8, 1919.

CHARLES G. JENNESS, Rochester.

Term of office ends November 10, 1917.

EDWIN F. JONES, Manchester.

Term of office ends November 13, 1918.

*Librarian.*

ARTHUR H. CHASE, Concord. Appointed January 1, 1895.

JUL 29 1936





## REPORT OF THE TRUSTEES.

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OFFICE OF THE TRUSTEES OF THE STATE LIBRARY,  
CONCORD, N. H., August 31, 1916.

*To His Excellency the Governor:*

The trustees of the State Library submit the biennial report of the librarian for the period ending August 31st, 1916.

The work of the library has been fully covered in that report and we are heartily in accord with all the recommendations therein contained. The librarian and his assistants have done creditable work for the library and the state and we feel that good progress has been made during this period and the prospects for the future are bright.

Respectfully submitted,

GEORGE W. STONE,  
CHARLES G. JENNESS,  
EDWIN F. JONES,

*Trustees.*



## REPORT OF THE LIBRARIAN.

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OFFICE OF THE STATE LIBRARIAN,  
CONCORD, N. H., August 31, 1916.

### *To the Trustees:*

The report of the State Librarian for the biennial period ending August 31, 1916, is herewith submitted.

The two years just closed have made for the progress of the library in many ways as will be seen from the detailed statement following. Not only have we kept pace in the purchase of books but also in the running of the building and in its redecoration. Another three months will see the building and its contents in the best possible condition for service.

### GROWTH OF LIBRARY.

The accessions of bound volumes to the library for the last biennial period have been 6,802 books, making the total number on the shelves at this date 155,226.

The larger part of these accessions are law books, history and periodicals, but other departments have received proper attention to the end that the library as a whole shall fulfill its mission as a state reference institution.

As in the past all requests for the purchase of books not on the shelves have been honored and it is the settled policy of the library to furnish all material asked for either through purchase or interlibrary loan.

The trustees have coöperated with a committee of the New Hampshire Medical Society in the purchase of current medical works and with the State Department of Public Instruction in the purchase of educational works. They stand ready to coöperate upon other subjects if those interested in them will indicate their interest and desire. So

far as the historical collection is concerned this library has joined with the New Hampshire Historical Society in working out a plan that shall make the joint collections very complete.

It would increase the efficiency of the library if the State Grange, the bankers of the state, the State Board of Trade and other similar organizations would appoint book committees and suggest purchases upon topics in which they are interested.

So in the religious department we have the large and growing collections of the New Hampshire Diocese and the Baptist Historical Society. Coöperation by other religious denominations is very desirable.

#### CATALOGING.

One of the most important tools to make a large library useful and accessible is its catalogue. Few librarians can and none attempt to remember the books that are on the shelves. To inquiries "Have you such a book?" and "What have you on such a subject?" their answers must be "The catalogue will tell." It will therefore be seen that the development of a good catalogue must keep pace with the development of the library itself.

It has been the aim from the beginning in this library to have every book that comes in thoroughly indexed by both author and subject in its card catalogue, with the result that to-day we have a comprehensive card index with author, title and subject entries alphabetically arranged in so simple a manner that it may be used by anyone.

To keep this catalogue up to date requires the entire time of one person with occasional help from others. For a long period of years now the same person has devoted her time to it, with the result that it has been kept consistent.

We are asked every now and then why we do not publish book lists. A few words will easily show their im-

practicability. A catalogue made up-to-date, as of to-day, could not be properly printed inside of at least six months. During that time over fifteen hundred bound volumes and double that number of pamphlets have come into the library so that even at the date of its issue one per cent. of the books in the library would not be mentioned in it. In five years' time it would be obsolete. It is far more economical and satisfactory for patrons to inquire directly of the library for the books they want.

### BINDING.

In a library the size of this much binding needs to be done from year to year to keep the sets of periodicals and valuable books in proper shape for use. An unbound book or pamphlet is subject to all sorts of vicissitudes, not the least of which is its mutilation or loss. A considerable amount of binding has been done the past two years, but the amount must be materially increased in the future to keep the collections to their highest state of efficiency.

Unbound material comes into the library in much greater quantity than that which is bound and is a constant problem to the librarian. The most valuable goes immediately to the bindery, while the rest awaits a time when money can be spared for its binding. When its hour of salvation arrives it may have been lost or mutilated beyond repair.

We have been able to save a very large amount of pamphlet material through a liberal use of a pamphlet binder which costs less than five cents per pamphlet and which preserves the pamphlet in a very satisfactory manner.

### PERIODICALS.

The use of the periodical collections in the library still continues to increase and warrants the policy of the trustees to keep it as complete as possible. We obtain all of

these periodicals we can by gift or exchange. The others are subscribed for annually. Subscriptions are limited to those periodicals that are strictly of a reference nature. The so-called popular periodicals we buy from second-hand dealers when the price of the volumes has been reduced because of age.

In the class of periodicals are included a very large number of publications of societies and colleges which are issued serially and are of great value in reference work.

The proper care of the periodical list, filing away, checking, sending for missing numbers, etc., occupies much of the time of one assistant, while the binding of it each year requires a considerable sum of money, but it is universally agreed among librarians that the time and money are well spent because of the value of the sets to the patrons of the library.

The following list of periodicals subscribed for for the current year will give a good idea of the scope of this department. If we included periodicals received otherwise than by purchase the list would be fully three times as long.

- Atlantic Monthly (N. Y.)
- A. L. A. Booklist (Chicago)
- American Anthropologist (N. Y.)
- American Architect (N. Y.)
- American Economic Review (N. Y.)
- American Forestry (Wash.)
- American Historical Review (N. Y.)
- American Journal of Archæology (Wash.)
- American Journal of Diseases of Children
- American Journal of International Law (N. Y.)
- American Journal of Pharmacy (Phila.)
- American Journal of Physiology (Boston) (4 volumes for year)
- American Journal of Psychology
- American Journal of Science (New Haven)

American Journal of the Medical Sciences  
American Labor Legislation Review  
American Law Review (St. Louis)  
American Naturalist (Garrison, N. Y.)  
Annals of the American Academy of Political and Social  
Science (Phila.)  
Archives of Internal Medicine  
Army and Navy Journal (N. Y.)  
Art and Archæology

Bankers' Magazine (N. Y.)  
Banking Law Journal (N. Y.)  
Bibliotheca Sacra (Oberlin, Ohio)  
Bird Lore (N. Y.)  
Blackwood's Magazine  
Bookman (N. Y.)  
Boston Medical and Surgical Journal  
Botanical Gazette (Chicago)  
Bradstreet's (N. Y.)  
Bulletin of Bibliography (Boston Book Co., Boston)  
Bulletin of the Friends' Historical Society of Philadelphia  
Bulletin of the Geological Society of America

California Law Review (Berkeley)  
Case and Comment (Rochester)  
Catholic World (N. Y.)  
Central Law Journal (St. Louis)  
Christian Register (Boston)  
Columbia Law Review (N. Y.)  
Confederate Veteran (Nashville)  
Congregationalist (Boston)  
Cornell Civil Engineer  
Cornell Law Quarterly (Ithaca)  
Country Life in America (N. Y.)  
Cumulative Book Index (Minneapolis)  
Current Opinion (N. Y.)



Economic Geology (Urbana)  
Educational Review (N. Y.)  
Electric Railway Journal (N. Y.)  
Electrical World (N. Y.)  
Engineering Magazine (N. Y.)

Forum (N. Y.)

Gardening (Chicago)  
Genealogy (N. Y.)

Harvard Graduates Magazine (Boston)  
Harvard Law Review (Cambridge)

Independent (N. Y.)  
Index Medicus (Wash.)  
Index to Legal Periodicals (N. Y.)  
Indiana Quarterly Magazine of History (Indianapolis)  
Information (N. Y.)  
Insurance Law Journal (N. Y.)  
International Journal of Ethics (Boston)

Jewish Quarterly Review (Phila.)  
Journal of American Folk Lore  
Journal of American History (N. Y.)  
Journal of Criminal Law and Criminology  
Journal of the American Chemical Society  
Journal of the Military Service Institution (Governor's  
Island, N. Y.)  
Journal of the Presbyterian Historical Society (Phila.)

Landscape Architecture  
Law Quarterly Review (Boston Book Co., Boston)  
Library Journal (N. Y.)  
Literary Digest (N. Y.)

Magazine of History (N. Y.)  
Massachusetts Magazine (Salem)  
Mayflower Descendant (Boston)  
Methodist Review (Nashville)  
Monist (Chicago)  
Moody's Magazine  
Motor Age (Chicago)

Nation (N. Y.)  
National Corporation Reporter (Chicago)  
National Geographic Magazine  
National Municipal Review (Phila.)  
Nature (English)  
New Church Review (Boston)  
New England Homestead  
New England Magazine (Boston)  
New Jersey Law Journal (Plainfield)  
New Republic  
New York Genealogical and Biog. Record  
New York Times Index  
North American Review (N. Y.)

Ohio Naturalist (Columbus, Ohio)  
Outlook (N. Y.)

Pedagogical Seminary (Worcester)  
Political Science Quarterly (Boston)  
Popular Astronomy (Northfield, Minn.)  
Power  
Princeton Theological Review (Princeton, N. J.)  
Proceedings of U. S. Naval Institute (Annapolis, Md.)  
Professional Memoirs (Washington Barracks, D. C.)  
Progressive Medicine (cloth)  
Psychological Review and Bulletin (Princeton)  
Public Libraries (Chicago)  
Publishers' Weekly (N. Y.)

Quarterly Journal of Economics (Boston)

Railroad Age Gazette

Reader's Guide to Periodical Literature (Minneapolis)

Records of the Past (Wash.)

Review of Reviews (N. Y.)

Rhodora (Boston)

School Review (Chicago)

Science (Garrison, N. Y.)

Scientific American (N. Y.)

Scientific Monthly

Scott Publication Co.

Contemporary Review

Edinburgh Review

Fortnightly Review

Nineteenth Century

Quarterly Review

Somerset County Historical Quarterly (Plainfield, N. J.)

South Carolina Historical and Genealogical Magazine

Surgery, Gynecology and Obstetrics

The Survey (165 E. 22d St., N. Y.) (weekly)

Universalist Leader (Boston)

University of Pa. Law Review (Phila.)

Vermont (White River Jct., Vt.)

Virginia Law Register (Lynchburg)

Virginia Magazine of History and Biography (Richmond)

Volta Review (Washington, D. C.)

Watchman (Boston)

William and Mary Quarterly (Williamsburg, Va.)

World's Crisis (Boston)

World's Work (N. Y.)

Yale Review (New Haven)

Zion's Herald (Boston)

## LEGISLATIVE REFERENCE WORK.

This library is admirably equipped to do legislative reference work. Its aim being to be a great general reference institution for the entire state, its collections comprise not only a complete law library and a large historical collection but also many books covering all branches of knowledge. Legislative reference has been carefully considered in all its phases. The question of whether a separate collection of books should be made for this purpose has been examined and during one session of the legislature such a collection was separated out for trial. The results have led us to the decision that it is far better to keep the library intact and use it as a whole for legislative reference work rather than to cripple the main library by withdrawing from it a selection of books which may not be the ones needed.

We invite and urge all members of the legislature to use the library freely. We will be most glad to have all members consult us as to any subject upon which they want information, and feel sure that we can satisfy their wants from the books of the library.

We hope the members will feel free to come to us for assistance in the drawing of bills which they desire to introduce in the legislature and we shall be pleased to draw such bills for them carefully and to give them information as to the subject-matter thereof.

During the session we keep a record of just what has been done with each bill and its standing before the legislature, together with a card index of them. Anyone wishing to know the exact status of a bill has but to come to us.

Furthermore, we are anxious to make this state institution of every possible use to the members of the legislature whether in the line of legislative reference work or in other ways. Let us know what you want and if possible we will supply it for you. Get the habit of dropping in and seeing us each week. Do your writing and reading

here. Be neighborly and friendly. In the end you will find that we have been able to be of service to you in many ways and we shall enjoy your coming and being of service to you.

#### LIBRARY LAWS.

The laws with reference to the state and public libraries now on the statute books were many of them passed fifty or more years ago and have been pieced onto until to-day there is much in them that is obsolete and no reasonable arrangement. It is very desirable that these laws be carefully revised and brought up to date and at the same time rearranged so that they will concisely express in orderly manner the present library needs.

To this end a bill has been prepared and will be presented to the legislature of 1917, the effect of which will be to repeal all of chapter 8 of the Public Statutes and enact a new chapter in place thereof.

This bill has been very carefully worked out and is believed to be for the best interests of the library movement in New Hampshire.

#### FINANCIAL STATEMENT.

The financial statements show that there has been no attempt during the past two years to spend all the money appropriated, simply because it was there to spend. The entire policy of expenditure is economical in its practice. No expense is incurred unless needed to keep the building and library in good condition or the demands of our patrons require it.

We ask of the legislature the appropriation of what seems at the time reasonable sums for the carrying on of the development and work of the library for two years. If we find ways to economize so as to save a part of the sums appropriated we are glad to do so.

We have never exceeded the amounts appropriated by the legislature, but, on the contrary, have always turned back into the treasury a substantial sum.

The statements for the years 1914-15 and 1915-16 follow:

## 1914-15.

	Appropriation.	Expenditures.
Salaries,	\$6,480.00	\$5,519.85
Maintenance of building,	3,250.00	3,249.63
Maintenance of library,	2,260.00	2,259.65
Books, periodicals and binding,	6,000.00	5,489.40
Expenses of trustees,	150.00	37.36
Bulletins,	250.00	169.95
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	\$18,140.00	\$16,725.84

## 1915-16.

Salaries,	\$5,805.00	\$5,198.34
Maintenance,	5,600.00	4,821.49
Books, periodicals and binding,	6,000.00	4,628.38
Expenses of trustees,	150.00	31.48
Bulletins,	250.00	178.64
	<hr/>	<hr/>
	\$17,805.00	\$14,858.33
Redecoration,	\$2,000.00	\$1,722.39

For the fiscal years 1917-18 and 1918-19 the appropriations to be made by the legislature of 1917 should be as follows:

	1917-18.	1918-19.
Salaries,	\$6,030.00	\$6,130.00
Maintenance,	5,700.00	5,800.00
Books, etc.,	6,000.00	6,000.00

Trustees' expenses,	\$150.00	\$150.00
Library Bulletin,	250.00	250.00
	<hr/>	<hr/>
Totals,	\$18,130.00	\$18,330.00
Redecoration (completion),	\$1,000.00	.....

## JANITOR SERVICE.

Soon after the present governor and council came into office the suggestion was made by them that the janitor service of the library building be combined with that of the state house, the whole to be under the supervision of the superintendent of the state house. After careful consideration of the matter the trustees became convinced that the change would be to the advantage of the library.

An agreement was therefore made with the governor and council, as keepers of the state house, for keeping the library building and grounds in condition in every way at all times. This agreement has now been in force over a year and the results attained have more than justified the change.

The governor and council ensured the success of the undertaking when they appointed Frank L. Hayes as superintendent of the state house. His wide experience as a contractor, together with his knowledge of detail and perseverance in attaining results, especially fitted him for the position. Under his supervision the building has been kept in splendid condition and many of the little faults have been remedied.

Along with the redecoration of the building he has carried the work of small repairs and improvements, until to-day the building is in more perfect condition than it was on the day it was turned over to the state. I have never yet made a suggestion for improvement that has not cheerfully been complied with.

This building with the state house are the "show buildings" of the state. Everything possible should be done to

keep them in perfect condition and this result can only be attained by eternal vigilance and attention to the smallest details.

If the present policy is pursued there is no reason why the buildings should not continue to be complete and serviceable for the purposes for which they are intended, as well as new and artistic in appearance, for a long series of years to come.

Under the present conditions we shall be glad to continue the agreement for joint janitor service indefinitely.

#### HEATING THE BUILDING.

The heating plant in the library building has in the past been the most serious source of damage to the books. In spite of all the precautions taken dust and dirt from the coal and ashes worked their way through the building and settled on the books and shelves. In addition gases from the fires caused damage to the paint throughout the building.

In the summer of 1915 the suggestion was made by the governor and council of the feasibility of heating the building from the state house boilers. The matter was carefully investigated and we became convinced that from every standpoint such a change would be to the advantage of the library. Accordingly bids were asked for for connecting our steam system with the state house system, and the work was done in time to heat our building during the winter of 1915-16.

The results have in every way justified the change. The building was at all times as well, if not better, heated than when our own boilers were used and we got rid of all dust and dirt and labor of keeping the fires within the building.

The system is so connected up that we can at any time turn on our own boilers to do the work in case of accident or repair to the state house boilers and we have sufficient coal in storage for this purpose.



The cost to the library is combined with other janitor's costs as shown in another part of this report. It is no larger than in the past, considering the results obtained, and the net result to the state from heating the two buildings from one plant must be on the side of economy.

#### INSPECTION OF BUILDING.

During the past year the library building has been carefully inspected by an expert looking for defects in wiring, steam plant, plumbing and, in fact, any defects of construction that could be remedied. This was in connection with a general inspection of all state buildings made under the supervision of the trustees of state institutions.

The expert reported to us three things only that he would recommend for change in this building.

First. He recommended a change in the electric wiring in the book basement. The change has been made in a thorough manner.

Second. He recommended that the fuse boxes throughout the building be changed from wood to metal. To have done this in all cases would have necessitated a material change in wiring and entail a large expense. The largest and most important fuse box we changed to metal. The others we had thoroughly lined with thick asbestos board.

Third. He recommended the installation of three hand fire extinguishers approved by the insurance underwriters. They have been installed.

Thus it has been the policy of the trustees to adopt all recommendations that will improve the building and make it safer.

#### REDECORATION OF BUILDING.

The legislature of 1915 appropriated two thousand dollars for the redecoration of the interior of the library building. Through an arrangement with the superintendent of the state house we have been enabled to do

this work with the greatest economy and the best results. All paint and other materials have been purchased through the purchasing department, thus eliminating any profit thereon to the person doing the work. All labor has been performed by the men regularly employed by the superintendent for janitor service, the state house account being paid for the time actually spent by them on this work. The result of this arrangement has been that the work has been done at actual cost and much more has been accomplished with the two thousand dollars than could have been by letting the work out to bids.

The walls and woodwork (including furniture) of the entire building have been redecorated, with the exception of the court room, alcoves and basement. In addition to this we have been able to purchase out of the appropriation new window shades for the entire building and seven new rugs.

The legislature of 1917 should appropriate five hundred dollars for work necessary in the alcoves and basement and such sum as will be necessary to put the court room in proper condition. This latter matter is dependent upon whether the tapestry on the wall can be redyed. If it can three hundred dollars will cover the expense, but if new tapestry has to be furnished the expense will probably amount to one thousand dollars.

#### OTHER REPAIRS.

The electric motor which runs the ventilating fan gave out the past year and we have installed a new one of much more modern construction and more economical in the running.

We have always been troubled during heavy rains by the water from the roof backing up through the sewer openings and flooding the basement. This defect has been remedied the past year by the installation of check valves.

There is need of the installing of a vacuum cleaner in

the state house of large enough capacity to do the cleaning both at the state house and library building. A proper pipe line for this purpose is already in position connecting the two buildings which can easily be connected with the present vacuum system in the library building. We understand that the present vacuum cleaner at the state house is not adequate for the work there alone so that there is necessity for a new cleaner in any event, and when purchasing such new cleaner it should be of sufficient capacity to take care of both buildings.

Many minor repairs have been made during the past year in connection with the redecoration which in the aggregate count for much toward the completeness and convenience of the building.

#### ADDITION TO BUILDING.

The need of more room is a question that will have to be dealt with in the near future. Shelving has now been placed in all the available space throughout the building. The present space available for growth will not last longer than five years. It therefore becomes necessary that the legislature of 1917 appoint a commission to thoroughly investigate the question of an addition to the present building so that the legislature of 1919 may provide the money necessary for its erection to insure its completion when needed, not later than 1921.

The legislature of 1903 appointed such a commission, but the erection of the new part of the state house relieved the situation at that time so that nothing was done. No further relief can be hoped for except by an addition to the north of the present structure.

Such an addition is entirely practical both from an architectural and an economical standpoint. A stack-room can be thrown out to the north from the east end of the present building which will provide for the growth of books for the next fifty years and also furnish some needed

rooms for the more economical administration of the library. The outside wall of such an addition should conform to the outside of the present building, while the inside construction should mostly consist of iron shelving in the form of a stack from basement to the top. The top floor should be used for additional workrooms. A suitable elevator should be installed to serve both the new and the old buildings.

The expense of erection of such an addition, large enough to accommodate half a million volumes, should not exceed one hundred thousand dollars.

#### LAWN.

Witch-grass, dandelions and other weeds had gotten into the lawn about the building until it was in a wretched condition. It was therefore thought best this fall to thoroughly remake it. For this purpose samples of the earth were sent to Durham for analysis and the lawn has been scientifically laid down in accordance with the recommendations received from there.

At the same time three flower beds were laid down, two in the front and one in the back of the building, and provision was made for some shrubbery in the rear to relieve the bare look.

It is anticipated when this lawn is again in shape that it will be in keeping with the other lawns in the vicinity.

#### PUBLIC LIBRARIES.

An earnest appeal is to be made to the legislature of 1917 to wake the state from the lethargy it has been in the past ten years towards its public libraries and enthruse it to do something for their advancement commensurate with their importance. This movement has been very properly started by the women of the state through the Federation of Women's Clubs and has the support of the State Grange.

It is a matter of common knowledge that from 1891 to 1900 the state made rapid advance in the library field. Through the generosity of the legislature in giving one hundred dollars worth of books to new libraries established in towns, we have to-day free public libraries in all the towns of the state except twelve.

But the generosity of the state ended with this one act. Having fostered the establishment of these libraries they did nothing for their further development. The result has been that many of the libraries are just where they started, without development, without ambition and without life. Having given its aid to bring these libraries into existence it seems unnecessary to argue that the state owes a duty to them in aiding their development and increasing their usefulness.

While we have been ignoring our plain duty in this matter almost all the other states of the union, and especially the New England states, have made rapid and successful strides in advance.

We cannot do better than to take a lesson from the work that has been done in our sister state of Vermont in this direction. During the past twenty years Vermont has had a public library commission organized under an adequate law and receiving from the state sufficient funds to enable it to do a very valuable work for the public libraries. The result has been that the public library movement in Vermont is benefiting its citizens to a far greater extent than that in this state.

Now the matter involved in this subject is largely a question of appropriation. Nothing has been done in this state because the legislatures have appropriated no money to do with. However willing the present state library trustees are to give their aid in every way to the public libraries they are practically estopped from doing anything adequate by the entire lack of funds.

If the success of this public library development depended upon a large appropriation there might be reason

to hesitate, although its importance to the citizens we believe warrants the expenditure, whatever it may be. But the amount necessary to carry on this work is not large. Vermont, to-day, after twenty years' progress, is appropriating only sixty-two hundred dollars a year for all purposes. In the beginning this state will not need half that sum.

It is the hope of those interested in this matter that the legislature of 1917 will give them the opportunity to demonstrate the wisdom of caring for the public libraries of the state by passing a bill, to be introduced, with reference to this matter and by appropriating a reasonable amount for carrying out the provisions of that bill.

The bill will be modeled upon the legislation of Vermont, which has proved so successful, and the appropriations asked for have been made as modest as possible.

#### LIBRARY BULLETIN.

The quarterly bulletin issued to the public libraries of the state, now in its twelfth year, is very valuable and should be continued. In case public library legislation is enacted the publication of this bulletin will, of course, be turned over to the public library commission. Otherwise it should be published as heretofore by the trustees of the state library.



